



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

1/17/14

Samantha Edwards  
322 5<sup>th</sup> St  
Atalissa IA 52720

Dear Samantha,

This letter is in regards to the 1/16/14 follow up compliance check of your Level C, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

☐ 110.5(1)e Electrical wiring shall be maintained.

**Samantha needs face plates on outlets in bathroom.**

☐ 110.5(1)e All accessible electrical outlets are safely capped.

**Samantha needs to place safety caps in 4 outlets in bathroom.**

☐ 110.5(1)l A safety barrier surrounds any heating stove or heating element.

**Samantha needs to place barrier around heating stove in basement if it will be used during daycare hours. The barrier needs to be sturdy in nature so that a child will not be able to knock it over or have it fall over if a child were to fall on it.**

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

**Samantha will need to place detector on the west side of her basement area.**

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

**Samantha needs to show documentation of current physical for Natalie, Robert III, Robert IV and proof of immune status for Polio, MMR and dTap for Samantha, Robert III, Robert IV.**

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

- ☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

**Need signature and date on form for A.M.**

- ☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

**Need signature and date on form for A.M.**

- ☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

**Need signature and date on form for S.S., K.B.(4), M.H., B.K., A.M.**

- ☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

**Need physical for K.B.(4), B.K., K.B.(2), A.M.**

- ☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

**Need school aged health status for M.H.**

- ☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

**Need signature and date on form for S.S., K.B., (4), M.H., B.K., A.M.**

- ☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

**Need for S.S., K.B.(4), A.M.**

- ☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

**Need for M.H.**

- ☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

**Need signature and date on form for A.M.**

You were required to have all non-compliance items completed from your 11/22/13 compliance visit by **1/9/14**. There were non-compliance items still present during your follow up visit. The Department of Human Services will begin the process of **revoking** your child developmental home registration certificate.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Chad Reckling  
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://www.dhs.state.ia.us/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).